

KIRKLAND CIVIL SERVICE COMMISSION

Meeting Minutes

February 14th 2023

Via Zoom and the Peter Kirk Room in City Hall

Members Present: Chairperson Mark Nelson
Commissioner Doug Jacobson

Others Present: Human Resources Director Truc Dever
Police Chief Cherie Harris
Fire Chief Joe Sanford
Deputy Fire Chief Bill Newbold
Civil Service Commission Secretary Miguel Morga

Chairperson Nelson called the meeting to order at 4:10pm. A quorum was met.

I. Approval of Meeting Minutes (January 10th, 2023)

Chairperson Nelson motioned to approve the minutes of the January 10th, 2023, meeting. Commissioner Jacobson seconded the motion. Motion passed.

II. Certification of Fire Deputy Chief Eligibility List

Chief Sanford reviewed the recruitment process to create the Deputy Chief eligibility List. Commissioner Jacobson asked what happens after certification. Chief Sanford stated they will make an offer to the top candidate. Chairperson Nelson motioned to certify the list. Commissioner Jacobson seconded the motion. Motion passed.

III. Notification of Fire Lieutenant Promotion Discussion Only

Deputy Chief Newbold informed the commission that the department did a rule of three interview and decided to select the top candidate from the eligibility list. The promotion is effective March 1st, 2023. No action taken.

IV. Fire Department Rehire MOU for Unvaccinated Firefighters Discussion Only

Chairperson Nelson reviewed the accompanying memo related to this agenda item and asked Secretary Morga to present the item. Secretary Morga stated the Fire Department is preparing to request a one time exception to the Civil Service Rules and Procedures to allow for reinstatement of separated firefighters who have been separated for more than a year due to the vaccine mandate. Secretary Morga stated a legal review is being done to ensure there are no statutory or code impacts related to

the one year time frame currently referenced in the Civil Service Rules and Procedures. Commissioner Jacobson asked if this was reviewed at the time the MOU was created. Secretary Morga indicated it was but stated it was best to do a second review to ensure compliance. Commissioner Jacobson asked how many separated firefighters were eligible for reinstatement under the MOU. Secretary Morga stated 9 former firefighters are eligible. Commissioner Jacobson asked if there was enough time for background checks and other requirements to be done prior to the Civil Service meeting in March. Secretary Morga stated there was likely not enough time, however, Civil Service would be certifying their eligibility for reinstatement subject to those requirements. Commissioner Jacobson asked if the Commission was made aware of the MOU when it was negotiated. Secretary Morga stated he believed it was presented at the January 2022 Civil Service meeting and stated he would attach the minutes from that meeting in the Commissioner packet for reference when the matter is brought forward in March. No action taken.

V. Firefighter Reinstatement Less Than One Year Since Separation

Chairperson Nelson reviewed the memo prepared by Chief Sanford and asked if any of the identified firefighters were probationary. Chief Sanford said they were not and stated most have many years of service. Chief Sanford indicated these three would not require an exception to the Civil Service Rules and Procedures as they have been separated for less than one year. Commissioner Jacobson asked if they are part of the nine mentioned earlier in the meeting. Chief Sanford answered yes. Chairperson Nelson requested that when the eligibility list is prepared that it has a signature line for the Secretary. Chairperson Nelson motioned to approve creating an eligibility list with the three names in the memo. Commissioner Jacobson seconded. Motion passed.

VI. Adjournment

Prior to adjournment, Chairperson Nelson asked if any members of the public in attendance had any comments. Justin Becker introduced himself to the Commission and stated he is the President of IAFF Local 2545 and was only in attendance to view the meeting.

The Civil Service Commission meeting of February 14th, 2023, was adjourned by Chairperson Nelson at 4:26p.m.

Submitted by:

Miguel Morga
Secretary
Civil Service Commission
City of Kirkland